Beach Cities Watershed Management Group Meeting
February 9, 2016
Meeting Minutes

1. Attendees: Georgia Tunioli (The Bay Foundation), Geraldine Trivedi (City of RB), Kristy Morris (City of Hermosa Beach), John Dettle (City of Torrance), Chien Pei (Mark) Yu (CalTrans), TJ Moon (LACFCD), Chris Wessel (Geosyntec) via phone, Kathleen McGowan (McGowan Consulting), Susan Robinson (McGowan Consulting)

2. Approval of minutes from December and January meeting
    i. The group unanimously approved the December and January meeting minutes

3. The Bay Foundation Clean Bay Restaurant Program update – Georgia Tunioli
    i. Inglewood has joined the program as well as Culver City (joined in Dec)
        1. The Bay Foundation is trying to put together an event to welcome new cities to the program sometime in the spring
    ii. Palos Verdes Estates and Rolling Hills Estates will be joining in FY1617

    The Bay Foundation is finalizing the inspection checklist. The checklist has been verbally signed off on by Ivar Ridgeway (Regional Board) and they are awaiting written approval from him
    iii. They will be providing a training for inspectors in late March, hoping to hold event in the South Bay
    iv. An Inspectors Handbook will be printed and bound for all inspectors once it is finalized
    v. They are making a one-page flyer to hand out to restaurants with link to website for more info, and also updating the tri-fold brochure
    vi. Hermosa Beach is putting together a packet, including CalWater water conservation info, to give to restaurants when they do the inspections
    vii. The Bay Foundation will bring a sample and cost estimate for the window clings to the next Beach Cities WMG meeting

4. CIMP MOU and Implementation Update
    i. Schedule for consideration by each party: Hermosa Beach on Feb 9th, Torrance on Feb 23rd, Redondo Beach Feb 16, Manhattan Beach on March 1st (along with Geosyntec contract) [subsequently rescheduled for April 5th]
        1. MB staff report has been submitted and they are scheduled to have CIMP MOU and Geosyntec contract on the agenda as well
    ii. Process for circulation/distribution of executed agreements/signature pages—count of wet signature pages needed
        1. Every city needs to produce 5 wet signature pages, which will be sent to MB and then a copy of all the signature pages will be distributed back to each agency
        2. MB will request a self addressed envelope with the wet signature pages from each agency to send back the copies. If no envelope is provided, the signature pages will be sent to the contact listed in the MOU

iii. Geosyntec preliminary activities and NTP

1. Geosyntec and EcoKai have been getting the ball rolling on permits

2. EcoKai has been out to sites to establish which equipment is necessary, trying to get ready in case there is a rain event in March after MOU is approved

3. Geosyntec has been meeting with CalScience Labs to ensure that all is clear with database development

4. Geosyntec has been in touch with Michelson as well to determine how to transition the shoreline monitoring contract

    a. RB has issued an amendment to Michelson to continue the shoreline monitoring until the Geosyntec contract is in place

    b. When Geosyntec is ready, they will let Redondo Beach staff know and transfer the contract to Geosyntec

5. EWMP

    i. Submitted by the January 20, 2016 deadline, it is now posted on Regional Board website

    ii. Feb 3rd comments received from Erum Razzak have been addressed by Geosyntec

    1. Geosyntec confirmed that there are no comments on the RAA

    2. Response to comments matrix

        a. For comments regarding Category 3 pollutants in the DC Estuary, the response was that the Beach Cities WMG will rely on data collected by the Dominguez Channel WMG and will monitor these pollutants "in accordance with the CIMP"

        b. Chris Wessel will look into CIMP language to see if these pollutants are included for the Dominguez Channel Estuary, and if not the approach will be to rely on future data and adaptive management

        c. Group agreed that these pollutants should not be added to the EWMP until future monitoring shows that they are present in the receiving water and need to be monitored

    iii. Group agrees to give Geosyntec direction to submit revised EWMP to Regional Board

    1. Geosyntec anticipates submitting the revised EWMP by end of next week (week of February 15th)

    2. Group wants 1-2 hard copies once EWMP is approved

    iv. Regional Board Workshop on March 3rd, 9am-12:30: requesting 10 minute presentations from each Watershed Group on changes made to EWMPs in response to comments – Carmel Room

    1. The group agreed to focus on consistency with the DC WMG, financial strategy changes, and the removal of the Machado Lake area from the EWMP

a. Chris Wessel suggested looking at the NGO comments to find ways to address their comments indirectly at this meeting

b. Group agreed to focus directly on Regiona Board comments and to discuss changes made to address them

c. John Dettle will present and Chris Wessel will be there to answer any technical questions

d. Chris Wessel will set up the presentation and circulate the slides via email in advance to the group

6. Upcoming Prop 1 Grant Solicitations

   i. Prop 1 Coastal Conservancy grant solicitation is due Mar 31st

      1. Project costs for planning and design of the two high priority EWMP projects – Geosyntec

a. "Soft costs" for regional projects for the grant proposal were reviewed and a comparative set of tables between original costs and refined costs were presented

b. The costs were refined by reviewing other comparative historic projects

c. Soft cost percentages were chosen based on historic projects

d. Total soft costs for HB Greenbelt project are approximately $1.2-1.35M, and the total soft costs for the MB Infiltration project are approximately $700K-1M.

      2. Grant match: no required minimum, however, 3pts for 25% match, 8 points for 50% match, additional 5 bonus points for 100% match of grant amount being requested

a. 100% match is really a 50% match

b. McGowan Consulting will call Blais and Assoc. to discuss whether we are understanding the match language correctly

      3. Decision whether to apply for a grant for both projects (design and planning for 4 sites) vs. 1 project only. [Or to apply for one design under Prop 1 Coastal Conservancy and one under Prop 1 Stormwater (due March 4th)]

a. If we apply for both projects, we will be asking for roughly $2M

b. Group agreed to apply for only 1 project and Kathleen will let Blaise and Assoc. know about this decision

c. LACFCD response to group's request to lead planning/design grant project

         i. LACFCD will not act as lead agency

         ii. The group still needs to decide who will be lead agency and enter into grant agreement should we get the grant

      4. The group discussed how regional projects will ultimately be paid for and determined that the issue needs to be resolved at the public works

director level. Group agreed to set up meeting with PW Directors, City engineers to discuss how to set up cost sharing for regional projects

    a. Geosyntec will get information on each agency's drainage area to each project and to each outfall subwatershed that the projects are in for comparison

    b. Each agency will provide the proper contact to McGowan Consulting to set up meeting

    c. Meeting anticipated by the end of March

7. Process for self-certification of EWMP as a Storm Water Resource Plan or functionally equivalent plan, and submittal to LA IRWMP

    i. Complete checklist and self-certification identifying each page/section in EWMP where item is addressed

        1. Redondo Beach will look into Geosyntec budget to see if there are enough funds to ask Geosyntec to complete this task

    ii. Community participation provided for in plan implementation (may require additional document)

        1. The group may want to include how we will implement outreach for EWMP implementation in the EWMP Implementation MOU

    iii. Other missing elements, e.g., Urban Water Management Plans will need to be referenced

    iv. Submit projects (those likely to be submitted for Round 1 of Prop 1 Stormwater funding) into OPTI database by April 1st

        1. McGowan Consulting will submit these

    v. Submit EWMP and <u>any supplemental docs</u> to Greater LA County IRWM by May 1, 2016

    vi. Send rep to South Bay Steering Committee IRWMP meeting in April/May to answer questions on projects and EWMP

        1. McGowan Consulting will go as BC WMG rep

    vii. The group will need to send rep to main GLAC IRWM meeting on May 25th to answer questions prior to a vote on whether the EWMPs constitute Storm Water Management Plans

8. EWMP Implementation MOU preliminary scope discussion

    i. General categories of MCMs with strong potential for joint implementation (planned for discussion at March Beach Cities WMG meeting):

        1. Public Information & Participation in EWMP implementation to address Storm Water Resource Plan Requirement

        2. Outreach materials

            a. Construction

            b. LID design

        3. Joint website

      4. Clean Bay Restaurant program

      5. ICID coordination cooperation

      6. At March meeting we will talk about these elements and whether we want them in or out of the MOU

  ii. Regional Projects (grant applications, planning/design phase, or all phases <u>or</u> separate MOUs for each major construction project?)

      1. The group will need to decide whether to have the EWMP Implementation MOU cover all projects or have separate MOUs for each project

      2. Green Street projects -- Assumption that each City will do/fund its own

      3. MOU may include the first high priority project so that we are not producing multiple MOUs at the same time

      4. Grant application may be included in the MOU

  iii. MOU could include PIPP and any other joint MCMs that might make sense and set up a formula for project MOUs which will be used in future MOUs for each project separately

9. LA Permit Group: Planned special topic meeting February 10th at City of LA Media Center, 2714 Media Center Drive, LA 90065, Training Rooms A & B, 2nd Floor with three invited speakers:

  i. Constantine Baranoff (attorney) on Enhanced Infrastructure Financing District formation – form to fund SW projects

  ii. Kristen Ruffell/LACSD on new authorization under SB 485

  iii. Rich Watson progress update on funding work for City Managers/Mayors group

10. Other Items/new business

  i. Torrance met with Regional Board on Machado Lake IP, which will become an EWMP

  ii. Torrance has until March 3rd to submit final ML EWMP

11. Next meeting March 8th, 2016, 10am-noon

  i. Agenda will include discussion of joint public outreach programs, including the Clean Bay Restaurant Program and larger outreach strategy to meet Permit requirements and Storm Water Resource Plan Requirements.

Action Items:

1. Manhattan Beach will collect and distribute wet signature pages for the MOU to the group.

2. Chris Wessel will look into CIMP language regarding Dominguez Channel Estuary Pollutants and will revise EWMP accordingly.

3. Geosyntec will submit the revised EWMP by end of next week (week of February 15th).

4. Geosyntec will provide 1-2 hard copies of the EWMP for each agency once it is approved.

5. Geosyntec will put together a presentation for the Regional Board EWMP workshop on March 3rd and distribute slides to the group in advance for review.

6. McGowan Consulting will discuss grant matching options with Blaise and Assoc. to ensure the Group is interpreting the language correctly.

7. McGowan Consulting will set up meeting with Public Works Directors and City Engineers for end of March.

8. Each City will provide McGowan Consulting with contact info for its Public Works Director and City Engineer(s).

9. Redondo Beach will look into Geosyntec budget to see if there are enough funds to ask Geosyntec to complete the self-certification of the EWMP as a Storm Water Resource Plan and complete the checklist identifying each page/section in EWMP where required items are addressed.

10. McGowan Consulting will submit projects (those likely to be submitted for Round 1 of Prop 1 Stormwater funding) into OPTI database by April 1st.

11. McGowan Consulting will attend the South Bay Steering Committee IRWMP meeting in April/May as Beach Cities WMG representative to answer questions on projects and EWMP.